

**BOARD OF SUPERVISORS**

*Brown County*



305 E. WALNUT STREET

E-Mail: [BrownCountyCountyBoard@co.brown.wi.us](mailto:BrownCountyCountyBoard@co.brown.wi.us)

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

**"PUBLIC NOTICE OF MEETING"**

**Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public  
that the following meetings will be held**

**THE WEEK OF  
January 25 – 29, 2016**

**MONDAY, JANUARY 25, 2016**

- |          |  |  |
|----------|--|--|
| *6:00 pm | Land Conservation Subcommittee                   | Room 161, UW Extension<br>1150 Bellevue Street |
| *6:15 pm | Planning, Development & Transportation Committee | Room 161, UW Extension<br>1150 Bellevue Street |

**TUESDAY, JANUARY 26, 2016**  
(No Meetings)

**WEDNESDAY, JANUARY 27, 2016**

- |           |   |  |
|-----------|---|--|
| *10:00 am | Public Safety Communications Advisory Board | 2 <sup>nd</sup> Floor, Brown County PSC<br>3028 Curry Lane |
| *5:30 pm  | Human Services Committee                    | Room 200, Northern Building<br>305 E. Walnut Street        |

**THURSDAY, JANUARY 28, 2016**

- |          |   |   |
|----------|---|---|
| *8:30 am | Aging & Disability Resource Center Board of Directors | Aging & Disability Resource Center<br>300 S. Adams Street |
| *5:30 pm | Administration Committee                              | Room 200, Northern Building<br>305 E. Walnut Street       |

**FRIDAY, JANUARY 29, 2015**  
(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

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**LAND CONSERVATION SUBCOMMITTEE**

Norbert Dantinne, Jr., Chair

Dave Kaster, Vice Chair

Bernie Erickson, Dave Landwehr,

Tom Sieber, Dan De Grave

**LAND CONSERVATION SUBCOMMITTEE**

**Monday, January 25, 2016**

**6:00 pm**

**(PD&T to Follow)**

**Room 161, UW Extension**

**1150 Bellevue Street**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON  
ANY ITEMS LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of November 30, 2015.

**Comments from the Public**

1. Budget Status Financial Report for November, 2015.
2. Departmental Opening Summary.
3. Director's Report.

**Other**

4. Such Other Matters as Authorized by Law.
5. Adjourn.

Norb Dantinne, Jr., Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

# BOARD OF SUPERVISORS

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### **PLAN, DEV. & TRANS. COMMITTEE**

Bernie Erickson, Chair  
Dave Kaster, Vice Chair  
Dave Landwehr, Norbert Dantine, Tom Sieber

### **PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

**Monday, January 25, 2016**

**Approx. 6:15 PM (Or to follow Land Con)  
Room 161, UW Extension, 1150 Bellevue Street**

### **NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEMS LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of November 30, 2015 & Special December 16, 2015.

### **Comments from the Public**

1. **Review minutes of:**
  - a. Harbor Commission (October 12, 2015).
  - b. Planning Commission Board of Directors (October 7, 2015).
  - c. Solid Waste Board (October 19, 2015).
  - d. Transportation Coordinating Committee (February 23, 2015; June 8, 2015 & September 15, 2015).

### **Communications**

2. Communication from Supervisor Lund re: To conduct a full audit of the asphalt plant expenses and savings. *Referred from December County Board.*
3. Communication from Supervisor Schadewald re: This letter is my request for the revenue received from Duke Energy for the Shirley Wind Farm to be allocated toward a medical study of the effects of the Shirley Wind Farm wind turbines on the health of local residents. *Referred from January County Board.*
4. Communication from Supervisor Landwehr: To have a forward looking, long term policy discussion about what roles and highway department should fulfill regarding construction projects, town & village maintenance, etc. *Referred from December County Board.*
5. Communication from Supervisor Sieber re: To create a resolution to ensure that the focal point of Green Bay Austin Straubel International Airport remains on Austin Straubel and his service. And further, that his name not be removed. *Referred from December County Board.*
6. Communication from Supervisor Erickson re: Direct Tom Miller and Administration to design a memorial to Austin Straubel inside the airport. Ex. A photo collage. *Referred from January County Board.*

## **PLANNING AND LAND SERVICES**

### **Land Information** – No agenda items.

#### **Planning Commission**

7. Update re: Development of the Brown County Farm property – *standing item*.
8. Director's Report.
9. Budget Status Financial Report for November, 2015.

#### **Property Listing**

10. Budget Status Financial Report for November, 2015.

#### **Zoning**

11. Budget Status Financial Report for November, 2015.

### **Port & Resource Recovery**

12. Recycling Education Grant – Request for Approval.
13. 2015 Public Relations Reports and 2016 Public Relations Plans – Request For Approval.
14. Port Video.
15. 2014 BOW Recycling and Solid Waste Disposal Operations Audit.
16. Director's Report.

### **UW-Extension**

17. Budget Status Financial Report for November, 2015.
18. UW-Extension Cooperative Extension – Reorganization Recommendations.
19. Assessing Community Needs in Community Economic Development.
20. Departmental Openings Summary.
21. Resolution re: Change in Table of Organization for U.W. Extension Master Gardener Volunteer Coordinator.
22. Director's Report.

### **Public Works**

23. Recommendation and Approval for the Courthouse Dome Request for Proposals – Project #1983.
24. 2016 Equipment Purchase Update.
25. Summary of Operations.
26. Director's Report.

### **Airport**

27. Request for Proposal for Brown County Airport Marketing Program Project #2018.
28. Resolution to Extend Airport News and Gift Concession Agreement.
29. Director's Report.

### **Register of Deeds**

30. Budget Status Financial Report for November, 2015.

### **Other**

31. Audit of bills.
32. Such other matters as authorized by law.
33. Adjourn.

Bernie Erickson, Chair

#### Attachments

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

# **PUBLIC SAFETY COMMUNICATIONS ADVISORY BOARD**



Chief Eric Dunning – Ashwaubenon PubSaf  
Chief Dennis Rubin – DP Fire/Rescue  
Chief David Litton – Green Bay Metro FD  
Rich VanBoxtel – Oneida PD  
PDChief Perry Kingsbury – Wrightstown PD

Sheriff John Gossage – BC Sheriff  
Chief Derek Beiderwieden – DePere PD  
Chief Randy Bani – Hobart/Lawrence PD  
Chief Mark Hendzel – Pulaski PD

Director Larry Ullmer – County Rescue  
Chief Andrew Smith – Green Bay PD  
Chief Kurt Minten – Lawrence FD  
Chief Tom Kujawa – UW-Green Bay

## **MEETING NOTICE AND AGENDA**

A meeting of the Brown County Public Safety Communications Advisory Board has been set for

**Wednesday, January 27<sup>th</sup>, 2016 at 10:00 a.m.**  
**Brown County PSC – 3028 Curry Lane, 2<sup>nd</sup> Floor**

- I. Approval of the Agenda
- II. Approval of the Minutes from:
  - April 22, 2015
  - July 22, 2015
  - October 28, 2015
- III. Communications Center Update
- IV. Phone/CAD Upgrades
- V. Standardized Operating Procedures
- VI. Dispatch Users Group (DUG) Update
- VII. Roundtable
- VIII. Other Matters
- IX. Next Meeting: April 27<sup>th</sup>, 2016 at 10:00 a.m. – PSC Training Room
- X. Adjourn

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## **HUMAN SERVICES COMMITTEE**

Patrick Evans, Chair  
Dan Robinson, Vice Chair  
Erik Hoyer, Dan Haefs, Pat La Violette

### **HUMAN SERVICES COMMITTEE**

**Wednesday, January 27, 2016**

**5:30 p.m.**

**Room 200, Northern Building  
305 E. Walnut Street, Green Bay**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM  
LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of November 18, 2015.

### **Comments from the Public**

### **Report from Human Services Chair, Patrick Evans**

1. **Review Minutes of:**
  - a. Aging & Disability Resource Center Board of Directors (October 22 & December 10, 2015).
  - b. Aging & Disability Resource Center Executive/Finance Committee (June 25, 2015).
  - c. Aging & Disability Resource Center Nominating & Human Resources Committee (October 17, 2014).
  - d. Board of Health (October 13, 2015).
  - e. Children With Disabilities Education Board (December 8, 2015).
  - f. Criminal Justice Coordinating Board (November 19, 2015).
  - g. Human Services Board (November 13, 2015).
  - h. Mental Health Ad Hoc Committee (October 29, 2015).
  - i. Veterans' Recognition Subcommittee (November 17 & December 15, 2015).

### **Communications**

2. Communication from Supervisor Schadewald re: This letter is my request for the Human Services Committee to support a resolution requesting the Wisconsin Governor and State Legislature to fund a medical study of the effects of the Shirley Wind Farm wind turbines on the health of local residents.
3. Communication from Supervisor Schadewald: Re: a) If the Human Services Committee considers increasing the size of membership of the Board of Health, I request that at least one (1) new member of the Board of Health be a County Board supervisor and b) I request an update from the Human Services Committee on the mental health funds added to the 2016 budget.
4. Communication from Supervisor Zima re: That the County Board review the charges made to bars and restaurants for their licenses to determine if they're being charged inappropriately, if there are two beverage bars within the respective facility. Also, please notify the Brown County Tavern League as they have an interest in this matter.

### **Health Department**

5. Update and discussion of research conducted by Health Department Director.

**Human Services Department**

6. Executive Director's Report.
7. Resolution re: Expanding Mobile Crisis Services.
8. Resolution re: Authorizing the Initiation of the Soar Program in Brown County Using the Community Development Block Grant.
9. Budget Adjustment Request (15-89): Any increase in expenses with an offsetting increase in revenue.
- 9a. Approval of Beacon Center Lease.
10. Financial Report for Community Treatment and Community Programs.
11. Statistical Reports.
  - a. CTC Staff – Double Shifts Worked.
  - b. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
  - c. Monthly Inpatient Data – Bellin Psychiatric Center.
  - d. Child Protection – Child Abuse/Neglect Report.
  - e. Monthly Contract Update.
12. Request for New Non-Continuous Vendor.
13. Request for New Vendor Contract.

**Aging & Disability Resource Center – No agenda items.**

**Syble Hopp – No agenda items.**

**Veteran Services – No agenda items.**

**Other**

14. Such other Matters as Authorized by Law.
15. Audit of bills.

Patrick Evans, Chair

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# AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD OF DIRECTOR'S MEETING

**Thursday, January 28, 2016 at 8:30 a.m.**

**300 S. Adams Street, Green Bay, WI 54301**

## **AGENDA**

<b>Agenda Item</b>	<b>Handout</b>	<b>Action Required</b>
1. Pledge of Allegiance		
2. Introductions-new board members		
3. Adoption of Agenda	Yes	Yes
4. Approval of the minutes of regular meeting Dec. 10, 2015	Yes	Yes
5. Comments from the public <ul style="list-style-type: none"><li>• Must be limited to items not on the agenda</li><li>• State name and address for the record</li><li>• Comments will be limited to five minutes</li><li>• The Board's role is to listen and not discuss comments or take action on those comments at this meeting</li></ul>		
6. Finance Report <ul style="list-style-type: none"><li>a. Review and approval of Finance Report-Preliminary Year End</li><li>b. Review and approval of Restricted Donations-December 2015</li><li>c. Preliminary Net Asset Report Year End</li></ul>	Yes	Yes  Yes  Yes
7. 1 <sup>st</sup> Responder Training – Impact and Overview – Jeff Huget		
8. Staff Report: John Holzer-include community service awards		
9. Directors Report <ul style="list-style-type: none"><li>a. Review of Board Officers and Committees for 2016</li><li>b. Complaint and Grievance Annual Report for 2015</li><li>c. Policy Review and Approval: Wait List Policy AFCSP</li></ul>	Yes Yes Yes	
10. Legislative Updates		
11. Announcements		
12. Next Meeting- February 25 <sup>th</sup> at the ADRC		
13. Adjourn		Yes

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Marvin Rucker, Chairperson  
Aging & Disability Resource Center  
of Brown County

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Any person wishing to attend, who because of a disability requires special accommodation, should contact the ADRC of Brown County Office at (920) 448-4300 two days before the meeting so that arrangements can be made.

ADRC Vision: "Building a community that values, empowers, and supports seniors, adults with disabilities and their caregivers"



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### ADMINISTRATION COMMITTEE

Steve Fewell, Chair  
Allan Jamir, Vice Chair  
Jamie Blom, Thomas De Wane  
Richard Schadewald

### ADMINISTRATION COMMITTEE

Thursday, January 28, 2016

5:30 p.m.

Room 200, Northern Building  
305 E. Walnut Street

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM LISTED ON THE AGENDA**

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of December 10, 2015.

### Comments from the Public

1. Review minutes of:
  - a. Housing Authority (November 16, 2015).

### County Clerk:

2. Budget Status Financial Report for November, 2015.

### Child Support

3. Director's Report.

### Corporation Counsel:

4. Budget Status Financial Report for November, 2015.
5. Monthly Report for November, 2015 and December, 2015.

### Treasurer

6. Budget Status Report for November, 2015
7. Budget Performance Report for November, 2015.
8. Resolution Supporting Participation in the Town of Morrison's Future Economic Development.
9. Treasurer's Report – Discussion:
  - a. Treasurer's Budget Account # 100-080-001-4907 Gain on Sale of Tax Deeded Lands:  
2015 Gain on Sale of Tax Deeded Lands by WI Statute 75.36 (2m)(a) = \$ **67,486.09**  
History of Account # 100-080-001-4907:  
2014 **Loss** on Sale of Tax Deeded Lands = -\$ 5,781.38  
2013 **Loss** on Sale of Tax Deeded Lands = -\$ 10,892.79  
2012 **Loss** on Sale of Tax Deeded Lands = -\$ 26,242.68  
2011 **Loss** on Sale of Tax Deeded Lands = -\$ 6,302.95

**Technology Services:**

10. Budget Status Financial Report for October, 2015 & November, 2015.
11. Technology Services, Monthly Report, Jan 2016.
12. Director's Report.

**Human Resources:**

13. Budget Status Financial Report for November, 2015.
14. Departmental Openings Summary.
15. January Human Resources Report.

**Department of Administration:**

16. Budget Status Financial Report for November, 2015.
17. 2015 Budget Adjustment Log.
18. Resolution Authorizing and Approving a Supplement to Lease Relating to the Issuance of Refunding Bonds for the KI Convention Center Project by the Redevelopment Authority of the City of Green Bay, Wisconsin, and Other Details with Respect Thereto.
19. Director's Report.

**Other**

20. Audit of bills.
21. Such other matters as authorized by law.
22. Adjourn.


Steve Fewell, Chair

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## JANUARY 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 	2
3	4	5	6 Public Safety 11:00 am Cancelled	7 Ed & Rec 5:30 pm Cancelled	8	9
10	11 Executive Cmte 5:30 pm	12	13	14	15	16
17	18	19 Veterans Recognition Subcmte 4:30	20 Spec PD&T 6:45 <b>Board of Supervisors 7:00 pm</b>	21 CJCB 8:00 am	22	23
24	25 Land Con 6:00pm PD&T 6:15 pm	26	27 Human Svc 5:30 pm	28 Admin 5:30 pm	29	30
31						



## FEBRUARY 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3 Public Safety 11:00 am	4 Ed & Rec 5:30 pm	5	6
7	8 Executive Cmte 5:30 pm	9	10	11	12	13
14 	15	16 Veterans Recognition Subcmte 4:30	17 <b>Board of Supervisors 7:00 pm</b>	18	19 Mental Health Ad Hoc Cmte 12:00 pm	20
21	22 Land Con 6:00pm PD&T 6:15 pm	23	24 Human Svc 5:30 pm	25 Admin 5:30 pm	26	27
28	29 					

## **BROWN COUNTY COMMITTEE MINUTES**

- Aging & Disability Resource Center Board of Directors (December 10, 2015)
- Board of Health (October 13, 2015)
- Library Board (December 17, 2015 and January 11, 2016)
- Solid Waste Board (October 19, 2015).

**To obtain a copy of Committee minutes:**

[http://www.co.brown.wi.us/minutes\\_and\\_agendas/](http://www.co.brown.wi.us/minutes_and_agendas/)

**OR**

**Contact the Brown County Board Office or the County Clerk's Department**

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY**  
**BOARD OF DIRECTOR'S MEETING**

**December 10, 2015**

**PRESENT:** Marvin Rucker, Beth Relich, Barbara Robinson, Joan Swigert, Pat Finder-Stone, Larry Epstein, Pat Hickey, Jessica Nell, Ramon Fierros, Melanie Maczka

**ABSENT:** None

**EXCUSED:** Supervisor Corrie Campbell, Lori Rasmussen, Lisa Van Donsel

**ALSO PRESENT:** Devon Christianson, Kinsey Black, Debra Bowers, Laurie Ropson, Christel Giesen, Diana Brown, Tina Whetung

The meeting was called to order by Chairperson Rucker at 8:35 a.m.

**PLEDGE OF ALLEGIANCE**

**ADOPTION OF AGENDA:** Mr. Epstein/Ms. Relich moved to adopt the agenda. **MOTION CARRIED.**

**APPROVAL OF THE MINUTES OF October 22, 2015:** Ms. Finder-Stone/Ms. Relich moved to approve the minutes of the regular meeting of October 22, 2015. **MOTION CARRIED.**

**COMMENTS FROM THE PUBLIC:** None

**FINANCE REPORT:**

**A. REVIEW AND APPROVAL OF FINANCE REPORT:**

Ms. Bowers referred to the End of Year Forecasting Financial Report to demonstrate the estimated expenses and revenues for 2015 including discussions in comparison to the budget demonstrating a favorable end of year financial position.

Mr. Epstein/Ms. Hickey moved to approve the End of Year Forecasting Finance Report. **MOTION CARRIED.**

**B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS:**

Ms. Bowers referred to the Restricted Revenue & Expense handout. During the month of October the ACRD received:

- \$250 donation in memory of Peg Gunville from Donald Gunville for the Loan Closet
- \$250 donation from the Caregiver Coalition to support 2016 Caregiver Events

Ms. Relich/Ms. Maczka moved to approve the October 2015 restricted donations. **MOTION CARRIED.**

**ELDER TREE PRESENTATION:** Mr. Epstein indicated that he was introduced to the Eldertree Social Media platform while attending the Prevention Summit and pointed out that it was developed by UW Madison with design input from older adults. This free, web based communication tool is used to connect older adults, family, and friends across the state. Living in Wisconsin, having access to a computer, and being age 65 or older are the requirements to create an account through this social media platform. Mr. Epstein is a community administrator, which allows him to register accounts for consumers. Eldertree allows older adults to connect with each other, stay in touch with family and friends, learn about local events and resources in their community, track their health and personal to-do's, learn about preventing falls, safe driving, medication management, caregiving, and health and wellness. Mr. Epstein walked through the sign up process for both single and group accounts and

thought holding registration events at the ADRC may be an opportunity where consumers are able to sign up and learn about the features of Eldertree. Mr. Epstein demonstrated the different features on the site and how each of them can be used. Ms. Christianson commented that older adults in need of rides, lawn care, or snow removal could use this tool as an opportunity to connect with their neighbors. Due to many of the same needs, Board Members discussed how this could also be an opportunity for adults with disabilities. Mr. Epstein mentioned that he will be providing feedback for improvements to the UW administrators. Discussion occurred around the target demographic shifting to older adults who are lonely, living alone, or in need of these resources.

**REVIEW AND APPROVAL OF S.85.21 SPECIALIZED TRANSPORTATION APPLICATION:** Ms. Giesen referred to the Specialized Transportation Assistance Program Summary to highlight positive feedback and areas of concerns that were presented during the public hearing in November, 2015. The local Transportation Coordinating Committee approved the 85.21 plan during its meeting earlier this week, and she referenced the letter included in the board packet. In addition, Ms. Giesen indicated that there has been a small increase in funding for this grant, summarized the proposed project budget, and discussed how the ADRC Trust is utilized.

Ms. Giesen called attention to the Access & Expansion Project that may include: hiring a Mobility Manager for the community, collaborating with Casa Alba Hispanic Resource Center to hire Spanish speaking drivers, hiring a Volunteer Coordinator dedicated to transportation, expanding service hours, or providing specialized transportation options.

Board members also provided feedback in regards to the Public Hearing indicating that a lack of attendance at the public hearing and the cost and bureaucracy of vehicle re-registration for Curative Connections are concerning. Discussion around the term “Public Hearing” occurred and Board members wondered if this could be a deterrent for some folks. Ms. Giesen reported that the 85.21 statutes require a “Public Hearing”, however, the ADRC could add additional language on the notice that could reduce the fear of providing public testimony. Board members also discussed reasons for a lack of attendance at the Public Hearing that included: persons not having a way to get to the Public Hearing, frustration with the transportation system, feeling that nothing will be changed since issues have been present for years, depression because of their situation, or they are intimidated by the issues.

Ms. Giesen thanked the Board for their feedback and indicated that the 85.21 Specialized Transportation Grant funds provide a large volume of rides; however, the service area overlaps with other providers and programs, such as Para Transit services. In order to maximize the 85.21 transportation grant funds and make the biggest impact, these gaps need to be identified.

Ms. Christianson indicated that the Brown County Planning Department, in conjunction with the Transportation Coordinating Committee, conduct a comprehensive transportation plan every 5 years, allowing public input and include all of the providers that serve older adults and persons with disabilities. This comprehensive evaluation and plan is an opportunity for all of Brown County’s needs to be explored instead of just the 85.21 programs. In addition, the ADRC Board has approved an assessment of needs in the rural communities by the Brown County Planning Department that will be conducted at the same time as the 5 year plan. Late summer of 2016 will produce both assessments and plans.

Ms. Finder-Stone indicated that area hospitals may be interested in collaborating on his project as well.

Ms. Relich/Ms. Finder-Stone moved to approve 85.21 Specialized Transportation Grant Application.  
**MOTION CARRIED.**

**ENTER INTO CLOSED SESSION:** Pursuant to 19.85 (1) of Wisconsin Statutes a closed session was held considering employment, promotion, compensation or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility.

**A. EXECUTIVE DIRECTOR EVALUATION:** Ms. Robinson/Ms. Finder-Stone moved to approve Ms. Christianson's evaluation, grade, and merit. **MOTION CARRIED.**

**B. CLASSIFICATION I&A COORDINATOR:** Mr. Epstein/Ms. Maczka moved to approve the I&A Coordinator classification. **MOTION CARRIED.**

Ms. Relich/Mr. Epstein moved to approve moving into closed session at 9:53 a.m. **MOTION CARRIED.**

**RETURN TO OPEN SESSION:** Pursuant to 19.85 (1) of Wisconsin Statutes a closed session was held considering employment, promotion, compensation or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility.

Ms. Finder-Stone/Ms. Robinson moved to approve returning to open session at 10:19 a.m. **MOTION CARRIED.**

**A. NOMINATIONS:**

Mr. Rucker referred to the Slate of Officers, Reappointments, and Appointments handout and indicated that Mr. Epstein and Ms. Maczka are interested in serving an additional three-year term.

Ms. Finder-Stone/Ms. Hickey moved to approve the reappoint Mr. Epstein and Ms. Maczka to the Board. **MOTION CARRIED.**

Ms. Christianson indicated that Bev Bartlett, recently retired from the Alzheimer's Association, has applied for the vacant Board opening. If approved, Ms. Bartlett's information and recommendation from the Board would be sent to County Executive Streckenbach to be included at a County Board Meeting for approval in January.

Ms. Finder-Stone/Ms. Robinson moved to appoint Bev Bartlett to the Board. **MOTION CARRIED.**

**B. PROPOSED SLATE OF OFFICERS 2016:**

Mr. Rucker referred to the Slate of Officers, Reappointments, and Appointments handout and reported that the proposed slate of officers have been contacted and agreed to serve in the following positions for 2016:

- **CHAIRPERSON – MARVIN RUCKER**
- **VICE-CHAIRPERSON – BARB ROBINSON**
- **SECRETARY – PAT HICKEY**
- **TREASURER – BETH RELICH**

Mr. Rucker asked three times if there were any other recommendations for officers from the floor.

Mr. Epstein/Ms. Maczka moved to approve the slate of officers as listed on the handout. **MOTION CARRIED.**

Mr. Rucker presented a certificate of appreciation to Ms. Swigert for her dedicated service on the Board.

Ms. Swigert thanked the Board and indicated that she always appreciated the positive and encompassing support received and thought it was a pleasure to be on the Board.

**LEGISLATIVE UPDATES:** Ms. Finder-Stone mentioned that The RAISE Act was passed through the Senate.

Ms. Finder-Stone also heard that Governor Walker may be interested in running for a third term.

Mr. Epstein announced that he received a message from Congressman Ribble and Representative Pocan in regards to long term studies on comprehensive outcomes and returns for the economy on prevention programs. This will be positive movement for prevention.

**ANNOUNCEMENTS:** Ms. Christianson thanked Ms. Relich for designating the ADRC as the recipient of the funds from the KI “jeans month” in December. This allows staff to wear jeans each day if they pay a fee and designate a charity as the recipient of the funds.

Ms. Christianson announced that Ms. Nell received the “Die Hard Self Advocate” award at the Self Determination Conference. Ms. Nell indicated that she had no idea she was receiving the prestigious award and was chosen to receive this award to recognize her advocacy efforts throughout the year.

Ms. Christianson recognized Ms. Maczka for her award through the Mexican Consulate. Ms. Maczka indicated that this recognition is usually given to a Mexican; however, they made an exception for her. It was a nice event held in Chicago.

Mr. Epstein announced that he is becoming a grief counselor.

Mr. Rucker mentioned that he has been teaching a Kickboxing class at the ADRC for several years. The classes take place on Monday and Wednesday evenings and start at 5:45. Mr. Rucker invited Board Members to participate in this class if they are interested.

Ms. Giesen thanked the Board Members for not only volunteering their time on the Board but also in numerous other opportunities within the ADRC as well. As a thank you from the agency, the Board Members received an ADRC travel mug with goodies inside.

**NEXT MEETING** – The next meeting will be Thursday, January 22, 2016 at 8:30 a.m. at the ADRC.

**ADJOURN:**

Mr. Epstein/Ms. Robinson moved to adjourn the meeting. **MOTION CARRIED.**  
The meeting adjourned at 10:43 a.m.

Respectfully submitted,

Kinsey Black  
Administrative Specialist



**PROCEEDINGS OF THE BOARD OF HEALTH MEETING**  
**Tuesday, October 13, 2015**  
**5:00 PM**

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Present: J.J. Tibbetts, MD, Audrey Murphy, Harold Pfothhauer, Karen Sanchez and Susan Paulus Smith

Excused: Joe Van Deurzen, Richard Schadevall

Staff Present: Chua Xiong, Rob Gollman, Ann Steinberger, Carolyn Harvey, Kris Kovacic, Anna Destree, Jeff Oudeans, Patti Zich (minutes recorder)

**1. Call to Order, Welcome, and Introductions**

Audrey called the meeting to order.

Chua introduced Caroline Harvey who is Chua's master prepared student with the University of Wisconsin – Madison. Caroline is the graduate student that is helping Chua look at all the documents and helping her through this process with the wind turbines. Caroline will graduate May 2016.

**2. Approval / Modification of the Agenda**

MOTION: To approve the agenda as presented.

Tibbetts / Pfothhauer

MOTION CARRIED

**3. Approval of Minutes of August 25, 2015**

MOTION: To approve the minutes

Audrey suggested "note taker" be changed to "minutes recorder."

MOTION: To approve the minutes as amended.

Pfothhauer / Tibbetts

MOTION CARRIED

**4. Presentation of evidence-based research methodology as it relates to the materials received on the Shirley Wind Farm**

Chua presented a PowerPoint presentation indicating there are several factors to consider when reviewing evidence-based research articles. It is the credibility of the journal, looking at the impact factor, prestige of the journal, the editor, and the publisher, all relative to the field or subfield of relevance to the topic. Impact Factor is a rating given to journals. The higher the score you have the more credibility you have. It looks at the strengths and limitations. For instance, if she published a research article in New England Journal of Medicine, she is going to get a rating of 54.42. If New England Journal of Medicine says your research article is not publishable and she could only get it published in the Environmental Health Perspectives she would only get a rating of 7.98. When you look at the credibility of journal articles and look at 54.42 vs. 7.98 she probably doesn't have a good rating as far as her research article. That is looking at the impact factor. The other is Scientific Rigor-how narrow, concise, and objective the design and analysis techniques are and how scrupulously the rules have been adhered to and applied to all decisions. This is how many steps are in the process and how closely you follow the process without straying away. Peer

Reviewed-Articles are written by experts in the field and are reviewed by several other experts in the field before the article is published in the journal in order to ensure the article's quality. Experts who review articles are carefully selected based on their scientific expertise, research area, and any bias toward the authors of the research article. When you are looking at these research articles you need to look at the credentials of the authors. Someone who has a PhD versus a Bachelor's Degree will have significantly more credentials. When looking at research article, the last author, the most senior person, is most important. They are usually the major professor, have more research in the specific field, and are more experienced.

Credibility of the Academic Institution is when a researcher is associated with Harvard, Yale, or Princeton for example, and you publish a research article, you are going to have more credibility with Harvard versus the University of Green Bay. In regard to the publication record of the authors, how many research articles has this person published, are they a novice, have they only published three research articles as compared to someone who has had ten plus research articles that are published. These are things that Chua is looking at and when looking at these things, it is time intensive.

Chua continued that when you have a research article that says Bona Fide meta-analysis, what they have done with the data is they have gone even further in reviewing by comparing results from previous separate studies.

Those are factors to take into consideration and when she is looking at a journal articles she is looking at the authors, the credential of the author, the association the university they are with, and is there any bias. She also looks at how the research is being conducted.

Carolyn Harvey continued with the research process itself. Scientific Evidence-Based Research follows a specific process and like any process has a set of steps and the closer you follow those set of steps the more accurate the results. In research the first step is the Literature Review. This really tells you what I am going to talk about and why I am going to talk about it. Questions to consider are how I want to talk about it, how do I answer the question, what am I going to measure, who am I going to ask, and how am I going to ask it. She gave an example about how to measure blood pressures. You gather 500 blood pressures. Those are your results. You can say these are high and these are low. That will be the discussion. The goal of a good discussion is to be able to have some kind of conclusion. These are high because, these are low because. The risk is what?

Carolyn Harvey demonstrated the standard process for evidence based research and the methods that are followed. Carolyn showed an article and reviewed the elements of a good research article starting with an abstract or introduction which is the "what" and the "why". The next element shows what you measured, where you measured it, how you measured it, and how often you measured it. Then the results which have some form of math and you'll end up with percentages and you will compare using statistics. The results are almost always displayed in the table, graph or chart. You will be able to see them, rather than read them. Then you move to discussion. Following with what the limitations were. Was there any conflicting interests and they will then display all of their references. The more references generally the more researched the topic is.

##### **5. Educational presentation and discussion on E-Cigarettes.**

Kris Kovacic stated the top 4 reasons to be concerned about e-cigarettes use are 1) E-cigarettes give off more than just "water vapor," 2) There are no specific regulations on the manufacture and sale of E-cigarettes, 3) E-cigarettes are not approved by the FDA to help smokers quit, 4) E-cigarettes appeal to youth. She continued that between September 2010 and February 2014, the poison centers reported 2,405 calls related to e-cigarettes and 16,248 calls related to cigarette exposure. The researchers note that these numbers are likely to be higher, since it is possible that

not all exposures would have been reported to poison centers. The researchers found that the number of total monthly calls relating to e-cigarette poisoning increased from 0.3% to 41.7% during the study period, while the number of calls relating to conventional cigarette poisoning did not show a similar increase. Furthermore, the report reveals that more than half of these calls (51.1%) involved children aged 5 years and under. Approximately 42% of the calls involved individuals aged 20 years and over. According to the investigators, child poisoning from traditional cigarettes is usually a result of children eating them, while poisoning related to e-cigarettes involves the nicotine-containing liquid, which is ingested, inhaled or absorbed through the skin and eyes. Calls relating to e-cigarettes were more likely to involve reports of adverse health effects after exposure – such as vomiting, nausea and eye irritation – than calls linked to conventional cigarettes.

Lambeau Field is a smoke-free facility as required by Wisconsin State Law. This includes the Lambeau Field Atrium, Curly's Pub, stadium bowl and concourses. There are NO designated smoking areas inside Lambeau Field, nor is exit and re-entry permitted for smoking. This policy also applied to smokeless and electronic cigarettes as they are not permitted. Guests who fail to comply with this policy may be ejected or subject to a fine. The Brown County Tobacco-Free Coalition guided the Packers in drafting this policy and encouraged them to include a ban on nicotine-carrying devices; this is how the ban on e-cigarettes stands today.

Key points are: e-cigarettes aren't good for our air or our kids; e-cigarettes haven't been proven to be safe; unregulated marketing, sale and distribution are driving demand; cessation claims are unproven.

What can you do? Join Community Action for Healthy Living; write letters to the editor; educate community organizations; educate policy makers.

#### **6. Discussion on relocation of the Health Department April 2016**

Family Care moving out opened the door to the discussion of the Health Department moving to Sophie Beaumont Building. At this point the biggest concern we have is parking for our clients. We understand there will be 20 plus stalls available right next to the building for clients. As far as parking for employees, that is still under discussion. Administration and County Executive are working on that right now. At this point we have started to form a planning committee because we actually don't know what the best option is for us in that building. Erik Pritzl, who is the Executive Director of Human Services, along with his staff, the Health Department staff and Facilities. We are not sure where we are going. A question that was tossed out to Chua was regarding the square footage and how much we would be losing. She indicated we are going from roughly 11,000 square feet to about 7,800 square feet. We will be meeting with Human Services this week Thursday to look at best options for us. Jeff Oudeans stated the County Executive is looking at 350 spots that Associated Bank has downtown so we would move all the county vehicles to that location and will try to open as many spaces as possible next to the Sophie Beaumont building. We would have to share these 20 spaces with Human Services. Chua stated we may have to have meetings with our community partners in other county buildings because we will share the conference room with Human Services.

#### **7. Environmental Division Update**

Rob Gollman handed out an Odor Complaint Data sheet. He stated we have seen a significant decrease in complaints overall. Particularly at the Sanimax Facility, of 16 complaints registered against the facility only 5 have been verified to date so far this year.

He also handed out a graph on establishment inspections. We see monthly variation in numbers of inspections due to temporary events, vacation time off, staff training events, committee participation by staff in policy and procedure writing for the Environmental Division.

Rob was pleased to announce we are moving forward to the interview phase in our recruitment process for our public health sanitarian position. We will be conducting interviews November 5<sup>th</sup> and 6<sup>th</sup>. There are 8 candidates who have been selected to interview and 5 have registered for interviews.

We are having our State Assessment of our food licensing/inspection program. Representatives for the Wisconsin Department of Agriculture Trade and Consumer Protection and the Department of Health Services Food Safety and Recreational Licensing Division will be here October 26<sup>th</sup> through the 29<sup>th</sup> evaluating the Environmental Division. They will be doing field inspections with the sanitarians and conducting a file review of our food establishment regulatory program.

## **8. Correspondence**

All correspondence has been previously mailed to the board members.

## **9. Director's Report**

Ann Steinberger talked about Blastomycosis and it is naturally occurring in the environment. It is the fungus grows and produces infecting spores under specific weather and soil conditions. Infection is not spread person to person. Fungal Infection caused by inhaling spores of a fungus that lives in moist soil and decaying wood and leaves. Symptoms can include cough, fever, chills, chest pain, and are present in about 50% of people infected. Incubation is 2-15 weeks and is treatable with antifungal. Wisconsin averages 80-90 per year with 61% hospitalized.

The WI DHS, Brown County Health Department and other local health departments are investigating a cluster associated with tubing on Little Wolf River with the time of exposure to be Memorial Day – Labor Day (15 weeks from Labor Day is Dec 21). Signs have been posted encouraging people to stay on the raft, not walk along shore and stay off the island. However, people are taking pictures in the mud right next to the sign. Wisconsin's cluster case count is: Confirmed - 41, Probable/Suspect – 101. We contacted all individuals who went tubing with confirmed cases (45 Blasto-related interviews by BCHD) to evaluate for signs/symptoms and refer to medical care for appropriate diagnosis and treatment.

The other outbreak we have been working on is the Salmonellosis Poona associated with the imported cucumbers from Mexico. Salmonellosis is a bacterial infection that generally affects the intestinal tract and occasionally urine or the bloodstream. Salmonella is most common cause of diarrheal illness in Wisconsin. In the state we have had 40 cases and 5 have been in Brown County.

Ann stated we have a 57 year old white male diagnosed with Tuberculosis and medications started September 25, 2015. He is in isolation and we are testing his contacts. So far all contacts have come back negative.

Ann stated seasonal influenza is here and we will be doing flu prevention clinics for children 6 months through 18 years at no charge. We are able to do these clinics and not screen for insurance because it is part of a preparedness functional exercise. Any remaining flu vaccine will be available at regular immunization appointments. During the 2014-2015 flu season the Brown

County Health Department followed up on 136 hospital associated influenza and 36 Influenza like illness outbreaks in long term care agencies.

Ann reported that viral meningitis is not a reportable disease and is most common type of meningitis and not to be confused with bacterial meningitis. About 90% are caused by common intestinal viruses called enteroviruses. People usually recover completely from viral meningitis. Transmission is through fecal-oral or contact with respiratory secretions. In regard to prevention, good health habits such as washing hands, avoid touching eyes, nose, mouth, cover cough or sneeze and staying home when ill.

10. **All Other Business Authorized by Law** – Chua asked the Board of Health if the minutes of each meeting could be posted on the web prior to approval. Susan indicated a draft could be posted as long as it says it is a draft. Dr. Tibbetts and Audrey Murphy agreed.

11. **Adjournment / Next Meeting Schedule**

MOTION: To adjourn meeting at 6:20 PM

Tibbetts / Paulus Smith

MOTION CARRIED

NEXT MEETING: DECEMBER 15, 2015 at 5:00 PM

## PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on **December 17, 2015 at 5:15 p.m.** at the **Brown County Central Library, 515 Pine Street, Green Bay, WI**

**PRESENT:** KATHY PLETCHER, CHAD BIANCHI, CARLA BUBOLTZ, NATHAN JESKE, BOB NIELSEN, TIM NIXON, JOHN VAN DYCK, and CHRISTOPHER WAGNER

**EXCUSED:** VICKY VAN VONDEREN

**ALSO PRESENT:** Brian Simons, Curt Beyler, Lori Denault, Sue Lagerman, and Emily Rogers (staff); Chad Weininger and Doug Marsh (Brown County Administration and Public Works); David Lang and Jane Dederling (HGA Architects and Engineers); and Bill Meindl (GB Development News)

### **CALL TO ORDER**

President Kathy Pletcher called the meeting to order at 5:15 p.m.

### **II. APPROVE CONSENT ITEMS**

**A. Agenda** There were no changes to the agenda. **Motion** by T. Nixon, seconded by C. Buboltz, to approve the agenda. **Motion carried.**

**B. Minutes** There were two small corrections to the minutes. **Motion** by N. Jeske, seconded by C. Buboltz, to approve the corrected November minutes. **Motion carried.**

### **III. COMMUNICATIONS AND OPEN FORUM FOR THE PUBLIC**

A letter was received from the Green Bay and De Pere Antiquarian Society Board of Directors thanking the Library Board for the transference of ownership of the last remaining rug from the original collection gifted to the library in 1904 to their organization.

**IV. PRESENTATION BY HGA ARCHITECTS AND ENGINEERS REGARDING A LONG-RANGE, SYSTEM-WIDE LIBRARY FACILITIES MASTER PLAN. DISCUSSION AND POSSIBLE ACTION TO FOLLOW PRESENTATION.** David and Jane presented on a 'relevant' library of the future. HGA is a full-service firm with eight offices nationwide with a home office located in Milwaukee. Their expertise focuses on: Arts, Community and Education, and they noted that they give the same considerations to the public and staff in planning - including a lot of listening in order to design for our community.

Their presentation defined a library of the future as having characteristics such as an intuitive layout; flexible spaces (intimate spaces to large); human connections; spatial diversity; merchandising (similar to retail); 24/7 service; Internet as an extension of the service model; and thinking beyond the nine locations (kiosks, vending, etc.). Additionally, a library should be technology rich; offer collaborative learning spaces; be a forum for public engagement; be sustainable in design and operation. Their library projects have also involved partnerships with residential housing. It is important to think about each location specifically.

HGA's Master Plan approach includes reviewing previous studies to add value to what is already known; gathering information from informal and formal observation; conducting post-it workshops/brainstorming sessions; stratifying libraries (community, community, regional – size, hours and services, sites....); identifying/developing opportunities for growth; providing flexibility for the unknown; creating relevance for diverse customers; being financially sound; and maintaining sustainable operations. The major consideration of the master plan is determining what is needed to serve the population while taking into account the financials, site, size, location, and distribution of services, while remaining flexible/adaptable, actionable, and relevant.

HGA's work plan/process includes three workshops that would define the current thinking for each location's future; determine how BCL will remain relevant for the future and finally, produce a document that will serve as a deliverable tool for the library. Per their proposal, expenses would not exceed \$41,300.

It was noted, that based on a previous meeting between HGA and the Facilities committee, it was clear that enough data existed and it made sense to move to next phase. The County Board has shown interest in and requested a county-wide plan. After discussion, **Motion** by J. Van Dyck, seconded by C. Bianchi, to engage the services of HGA as outlined in submitted proposal and not to exceed \$41,300, using the funds held at the GGBCF. **Motion carried.**

### **V. POSSIBLE PRESENTATION BY AND DISCUSSION WITH BROWN COUNTY STAFF REGARDING THE IGEA AND PERFORMANCE CONTRACT PROCESS POSSIBLE ACTION TO FOLLOW**

Chad Weininger and Doug Marsh further explained the performance contract process and answered questions from the board. The process allows a number of county buildings to do upgrades that are paid from savings realized.

An Invitation for Qualifications (IFQ) has been posted with responses due December 28. This document outlines the owner's and contractor's obligations. IFQs will then be reviewed and scored. Process and based on the results, select firms will be invited to present. ESCo (Energy Services Company) conducts an investment grade audit that drills down into mechanical systems and building envelopes. Following that, energy savings plans not to exceed ten years or life of the system, are developed and are the defining terms of contract. There is no up-front money expended and no obligation for the IFQ. The cost of the audit (5 cents per sq. foot) can roll into performance contract. The timing may be off for Central Library but a single performance contract can be entered into when the library is ready for a bigger.

B. Nielson commented on the importance of having accurate specifications, and knowing the performance and longevity of replacements. J. Van Dyck feels optimistic about the timing as results could reduce the amount needed to renovate.

The process will move forward and B. Simons asked if there a time frame after the audit that you have to act. Chad stressed having a good contract before moving forward and Doug replied that the project can be phased.

## **VI. LIBRARY BUSINESS**

**A. Technology Report** B. Nielsen asked about the possibility of outsourcing equipment to monitor Internet speed. While BCTS has its preferred contractors, B. Simons thought it could happen. There may be leftover funds from chargebacks that could accomplish wired network. B. Simons would contact BCTS if this is the desired direction. He doesn't think it would be a problem. Going to wired network seems like jumping to solution before we know the problem.

A meeting with Nsight is scheduled at the Denmark Branch next week to discuss fiber possibilities. This project was brought forward by BCTS.

## **B. Financial Manager's Report, Bills and Donations**

There were no bills out of the ordinary. L. Denault presented the November, 2015 financial report and the November, 2015 Gifts, Grants and Donations. **Motion** by N. Jeske, seconded by C. Buboltz,, to approve the November, 2015 financials and gifts, grants and donations as follows:

### **Brown County Library Gifts, Grants & Donations Report November 2015**

#### **Gifts & Donations**

11/04/15	Wochinske Family Foundation	5,000.00	Teen Classes & Events
11/04/15	Daniel & Eileen Rogers - In Memory of Julie Dart	25.00	Adult Materials
11/12/15	Friends of Brown County Library	174.98	Class & Event Supplies
11/12/15	FBCL/Wrightstown Area Library Committee	2,785.81	Wrightstown Operating Exp.
11/18/15	Branch Buddies of the Brown County Library	320.67	Program Supplies
11/18/15	Anita Powers	50.00	Ashwaubenon Furniture
11/18/15	Jean Watson	200.00	Ashwaubenon Furniture
11/18/15	Focus on Energy	495.00	Central Lighting
11/18/15	Focus on Energy	132.00	Kress Lighting
11/01/15	Ashwaubenon	30.36	Donation Box
11/01/15	Bookmobile		Donation Box
11/01/15	East	27.68	Donation Box
11/01/15	Weyers/Hilliard	24.78	Donation Box
11/01/15	Central	45.12	Donation Box
11/01/15	Kress	17.69	Donation Box
11/01/15	Pulaski	8.50	Donation Box
11/01/15	Southwest	22.47	Donation Box
11/01/15	Wrightstown	14.22	Donation Box
	<b>Total Donations</b>	<b>\$ 9,374.28</b>	

#### **Federal & State Grants**

11/30/15	Nicolet Federated Library System	\$ 4,496.68	Collection Development
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11/30/15 Nicolet Federated Library System  
Total Grants

	2,083.33
\$	<u>6,580.01</u>

Technology Grant

**Motion carried.**

**C. FACILITIES REPORT Southwest Branch expansion:** trusses and slabs done and sheetrock in the next week. **Central Library:** auditorium theatrical lighting installed in January; and bids for a laser projector and screen are due next week. Kick-off with Boldt took place to discuss carpeting, wall coverings, stage modification and meeting room walls, doors, ceiling tiles, etc. This project will be done in May. Hearing loop(s) may be installed in auditorium. Also, new bike racks were installed and a new checkout and reference desk will be installed at the end of December. Separate dedicated third floor access is provided for Proto, Inc.

**VII. APPROVE FINAL 2016 BUDGET**

**Motion** by T. Nixon, seconded by C. Wagner, to approve the final 2016 budget. **Motion carried.**

**VIII. APPROVE PAY FOR PERFORMANCE STRUCTURE**

**Motion** by T. Nixon, seconded by C. Buboltz, to approve the 2015 Pay for Performance structure: 2.25 % for exceeding excellence; 1.5% for meeting excellence; and 0% for needing improvement. **Motion carried.**

**IX. DISCUSSION AND POSSIBLE ACTION ON INTERNET FILTERING**

Since a particular website was made unavailable for a patron due to filtering, the Board and staff will review the Internet and Public Computer Acceptable Use Policy. **Motion** by C. Buboltz, seconded by C. Bianchi to refer the policy back to staff for review. **Motion carried.**

**X. OLD BUSINESS** K. Pletcher forwarded a newspaper article on Shawano and Kewaunee counties and adjacent county billing. K. Pletcher will follow up with Senator Cowles to discuss the statute on adjacent county billing and why it exists.

**XI. NICOLET FEDERATED LIBRARY SYSTEM** Their strategic plan was revised and an evaluation for Director has been developed.

**XII. PRESIDENT'S REPORT** K. Pletcher, as a gesture recognizing her last officiated meeting, gifted the board and staff with Seroogy's chocolates.

**XIII. LIBRARY DIRECTOR'S REPORT** Sue Lagerman, the library's Communication and Library Program Manager, was the recipient of the 2015 City of Green Bay Mayor's Leadership Award for Advancing Literacy. B. Simons is now serving on the Executive Committee of the Community Partnership for Children. The Administrative Team is completing performance reviews with library supervisors to determine 2016 pay for performance incentives. B. Simons will schedule orientations with new Library Board members. Outgoing board members' service will be recognized with books purchased for the collection and plated in their honor.

**XIV. SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW** None.

**XV. ADJOURNMENT**

**Motion** by T. Nixon, seconded by C. Buboltz, to adjourn the meeting. **Motion carried.**

The meeting adjourned at 8:45 p.m.

**NEXT REGULAR MEETING**

January 21, 2016

Central Library

515 Pine Street, downtown Green Bay

5:15 p.m.

Respectfully submitted,

Dr. Christopher Wagner, Library Board Secretary  
Sue Lagerman, Recording Secretary



## **PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD**

A special meeting was held on **January 11, 2016 at 5:00 p.m.** at the **Brown County Kress Family Branch Library, 333 N. Broadway, De Pere, WI**

**PRESENT:** BOB NIELSEN, DAVID RUNNING, and JOHN VANDER LEEST

**EXCUSED:** MIKE AUBINGER, CHAD BIANCHI, NATHAN JESKE, JOHN VAN DYCK, and CHRISTOPHER WAGNER

**ALSO PRESENT:** Brian Simons, Curt Beyler, Lori Denault, Sue Lagerman, and Emily Rogers (staff); David Lang and Jane Dederling (HGA)

### **CALL TO ORDER**

The meeting convened at 5:00 p.m.

### **I. APPROVE/MODIFY AGENDA**

There were no changes to the agenda.

### **II. FACILITIES MASTER PLAN WORKSHOP FACILITATED BY HGA, INC.**

David and Jane presented on their brainstorming session with staff. Discussion was held among HGA, board members and staff about relevant libraries and their locations; scope of the facilities plan, known opportunities and the library's destiny.

### **III. SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW** None.

### **XV. ADJOURNMENT**

The meeting adjourned at 7:15 p.m.

### **NEXT REGULAR MEETING**

**January 21, 2016**

**Central Library**

**515 Pine Street, downtown Green Bay**

**5:15 p.m.**

Respectfully submitted,

Dr. Christopher Wagner, Library Board Secretary  
Sue Lagerman, Recording Secretary

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY  
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN  
DIRECTOR

**PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD**

A regular meeting was held on **Monday October 19<sup>th</sup>, 2015**  
Brown County Resource Recovery Facility, 2561 S Broadway, Green Bay, WI

1) Call to Order:

The meeting was called to order by Solid Waste Board Chair John Katers at 2:30 pm.

2) Roll Call:

Present: John Katers, Chair  
Mark Vanden Busch, Vice-Chair  
Bud Harris  
Mike Van Lanen  
Bill Seleen  
Norb Dantine  
Ryan Holzem  
Dave Landwehr

Excused: Lisa Bauer-Lotto

Also Present: Dean Haen, Brown County P&RR  
Chad Doverspike, Brown County P&RR  
Mark Walter, Brown County P&RR  
Shelby Schraufnagel, Brown County P&RR  
Chris Anderson, Foth  
Allyson Watson, UW-Extension

3) Approval/Modification – Meeting Agenda – *Request for Approval*

A motion to modify the agenda to move item 10 after item 12 and approve the agenda as modified was made by Norb Dantine and seconded by John Katers. **Unanimously approved.**

4) Approval/Modification – Meeting Minutes of July 20<sup>th</sup> and September 21<sup>st</sup>, 2015 - *Request for Approval*

A motion to approve the July 20<sup>th</sup> meeting minutes was made by Mark Vanden Busch and seconded by Bud Harris. **Unanimously approved.**

A motion to approve the September 21<sup>st</sup> meeting minutes was made by Norb Dantine and seconded by John Katers. **Unanimously approved.**

5) Announcements/Communication

No announcements or communication.

6) HHW Awareness Week – Update

Mr. Walter explained that since 2001 the first full week of October has been declared Household Hazardous Waste (HHW) Awareness Week. To promote the awareness week television stations ran news clips, the Department worked with Cumulus Radio to run 275 clips and ads were placed in the local papers. Mr. Blan provided the volume of material that was collected during this week, as well as the total number of participants. Mr. Walter explained that this year fewer people participated, however, more weight was collected than in the past two years. An effort is being made to make people aware that HHW is open all year round.

The Department has begun to do targeted ads towards dental and medical offices to get more business material to come in. NEW Water will help in the effort to target dental offices to ensure that they are all using mercury traps and are properly disposing of mercury. The Department has developed a program to make sure that this mercury can be collected.

Mr. Katers added that since the Solid and Hazardous Waste Education Center (SHWEC) was dissolved in the state budget, the Environmental Management and Business Institute (EMBI) at UW-Green Bay has started doing the work that SHWEC was doing; this includes pharmaceuticals information and managing the recycling markets directory. The university has been negotiating with the DNR to move it over to UWGB.

Mr. Dantine asked what happens to the paint that people bring in for disposal. Mr. Walter explained that about 10-20% of paint goes into the product exchange room for people to come and pick up for free. The rest is sent to Amazon Paint for paint recycling and disposal.

7) Compactor and Building Expansion – Update

Mr. Doverspike stated that the compactor has been working well. It has been in operation for three weeks and it has been averaging about 24.5 tons of material on a trailer. The amount of wind-blown material has decreased; staff time needed to move around material and the wait time for trucks to dump their recycling has also decreased because now they are able to use both entrances to dump. Mr. Haen provided that in regards to the budget, the contractor cost is within 5%, had there not been contaminated soil at the site, the project would have been within budget. Engineering cost is significantly higher primarily due to the contractor being inexperienced. Foth was required to be onsite much more than planned to ensure everything was being done right by Badgerland Buildings. Mr. Anderson stated that the additional cost to Foth was due to Foth having to oversee a lot more of the project than originally planned, they spent time on the contaminated soil issues, and a few items added that were not part of the original contract. Mr. Doverspike added that Mr. Anderson kept a record of the time that Foth spent doing oversight of Badgerland's work.

Mr. Landwehr asked if there are any repercussions in the contract to recoup these additional costs because of Badgerland's inexperience. Mr. Doverspike explained that the conversation

has not happened, however, final payments have not been made yet. Mr. Landwehr is worried that if repercussions were not stated in the contract, very little can be done.

8) Director's Report

Mr. Haen stated that a contract with Waste Management, Inc. is being final negotiated with the expectation of Solid Waste Board approval at the next meeting.

Mr. Haen stated that recycling markets are down and the small Oconto and Manitowoc County processing facilities are not doing very well. There might be opportunities to bring them into the BOW system. BOW may potentially be adding Chippewa County to the system as well. The reason BOW is doing so well is because of economies of scale. Mr. Walter stated that the charge increased \$5.00 a ton due to poor market conditions. Since September the national market has drastically decreased. The new steel price is down to \$55 a ton; at the beginning of the year steel prices were at \$220 a ton.

Mr. Landwehr informed the board that the Town of Lawrence was very upset about the rate change in the middle of the year because it affected their budget. Mr. Haen was appreciative for the feedback. He stated that when the budget is set in July it is essentially being set for an 18 months period of time. The change in the recycling markets that occurred this year is not something the Department could have predicted last summer. For budget purposes Brown County is always conservative when communicating with municipal customers, but we were not conservative enough in this situation. Mr. Landwehr added that Outagamie County has not increased their tipping fee and are holding off until the new year.

9) Such other Matters as Authorized by Law

No other matters were discussed.

10) Compactor and Building Expansion Tour

Item moved after adjournment.

- 11) **Convene in Closed Session:** Notice is hereby given that the governmental body will adjourn into a closed session during the meeting for discussion and possible action regarding the Fox River Fiber agreement and Outagamie County's position and the strategies to explore regarding said negotiations for resolution, closed session is authorized pursuant to Wisconsin Statutes Section §19.85 (1), any meeting of a governmental body may be convened in closed session for the purposes of: (e) "deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session".

A motion to go into closed session was made by Norb Dantinne and seconded by Dave Landwehr. Roll call vote taken. Ayes: Katers, Vanden Busch, Harris, Van Lanen, Seleen, Dantinne, Holzem, Landwehr. **Motion carried unanimously.**

A motion to return to open session was made by Mike Van Lanen and seconded by Dave Landwehr. Roll call vote taken. Ayes: Katers, Vanden Busch, Harris, Van Lanen, Seleen, Dantinne, Holzem, Landwehr. **Motion carried unanimously.**

**Reconvene in Open Session:** Chairman Katers reported that the Fox River Fiber agreement and Outagamie County situation were discussed. No action was taken.

12) Adjourn

A motion to adjourn was made by Ryan Holzem and seconded by Dave Landwehr. Unanimously approved. **Meeting adjourned at 3:30 pm.**